



Request for City Council Committee Action From the Department of Public Works

Date: December 4, 2012

To: Honorable Sandra Colvin Roy, Chair Transportation & Public Works Committee

Referral: Honorable Betsy Hodges, Chair Ways and Means/Budget Committee

Subject: **Contract Award - Hennepin Technical College for DOT Technicians Recertification Training**

Recommendation:

Authorize the proper City officers to negotiate and execute a contract with the Hennepin Technical College for Technicians Recertification Training. It is a one year contract with a not to exceed amount of \$5,000. The contract may be extended for one year.

Previous Directives:

None

Prepared by: John Scharffbillig, Director, Fleet Services

Approved by:

Steven A. Kotke, P.E., City Engineer, Director of Public Works

Presenters: John Scharffbillig, Director, Fleet Services

Reviews Not Applicable

Financial Impact

Within current budget

Community Impact

Neighborhood Notification: NA

City Goals: Maintain the physical infrastructure to ensure a healthy, vital & safe City.

Comprehensive Plan: NA

Zoning Code: NA

Background/Supporting Information:

In order to perform DOT annual inspections for vehicles at the City of Minneapolis, all technicians performing this function are required by federal law to have annual training. Federal law also states that annual inspections are to be done on all heavy-duty road equipment, which includes dump trucks, trailers, combination units, etc. in order to be operated on the roadway. This contract will provide the necessary recertification training for the technicians in Fleet Services and Solid Waste and Recycling so they will be able to do the annual inspections on all

required City equipment. The cost to do this recertification training is \$5,000 for 40 technicians. This is an annual certification.

In order to provide this training in the past, Fleet Services has issued a Professional/ Technical contract for these services, using the City Standard Agreement. After a review by Hennepin Technical College legal department, a request was made to incorporate new state statute language into this agreement. The new contract is a Non-Standard Agreement Form contract, therefore council approval is needed.

Public Works and the City Attorney's Office has reviewed the requested modifications and recommends that the proper City Officers be authorized to execute a new 1 year contract with the Hennepin Technical College with a not-to-exceed amount of \$5,000 to provide the necessary recertification training for City of Minneapolis Public Works technicians. The contract includes an option to renew for an additional year.